



The State Bar of California

Legal Services Trust Fund Commission (LSTFC) Executive Committee Meeting Teleconference

Open Session Minutes
Wednesday, September 28, 2022
1:00 p.m.–1:30 p.m.

Time Meeting Commenced: The Executive Committee meeting commenced in open session at 1:03 p.m.
Time Meeting Adjourned: 1:08 p.m.
Chair: Christian Schreiber
Committee Coordinator: Doan Nguyen
Members Present: Amin Al-Sarraf, Erica Connolly, Christian Schreiber
Members Absent: None

OPEN SESSION

- I. Roll Call
Roll call was taken and a quorum was established.
- II. Call for Public Comment
Chair Schreiber called for public comment, inquiring as to whether there were person(s) who wished to comment on any agenda item. There were no members of the public who wished to speak on any agenda item.

CONSENT CALENDAR

- III. The following matters are considered to be routine and will be acted upon by a single vote. There will be no separate discussion of these items unless a member of the committee so requests, in which event the matter shall be removed from the Consent Calendar and considered separately.
 - A. Approval of Meeting Summary and Action Items from May 31, 2022 Meeting
 - B. Approval of Meeting Summary and Action Items from June 13, 2022 Meeting
 - C. Approval of Meeting Summary and Action Items from August 2, 2022 Meeting

RESOLVED, that the Executive Committee approves all meeting summary and action item drafts as posted.

Moved by Al-Sarraf, seconded by Connolly.

Ayes – (3) Al-Sarraf, Connolly, Schreiber

Noes – (0)

Abstain – (0)

Absent – (0)

DISCUSSION AND ACTION ITEMS

- IV. The following matters are considered to be discussion items. Each item will be considered separately.

- A. Approval of 2023-2025 Consumer Debt Grants Request for Proposals (RFP) Application

Senior Program Analyst Danielle MacRae presented on this topic and reminded the committee that substantive discussion of the 2023-2025 Consumer Debt Grant parameters was held during the committee's September 1, 2022, meeting. The committee then passed the following resolution:

RESOLVED, that the Legal Services Trust Fund Commission Executive Committee, acting on behalf of the commission under its delegated authority, approves the request for proposals and grant parameters for the 2023-2025 Consumer Debt Grants as described in staff's September 1, 2022, memorandum to the Executive Committee, except that the scoring rubric will be the attached rubric.

Category	Exceeds Expectations	Meets Expectations	Below Expectations	Not Addressed
Project impact and strategies: The applicant proposes a project that significantly and directly addresses or will address a compelling need for the particular consumer debt legal services.				
Number of check marks	X25-21 =	X20-11 =	X105 =	X0 =
Subtotal				
Administration: The applicant demonstrates that it has the qualifications, experience, resources, and/or partners that it needs to meet the proposal objectives.				
Number of check marks	X20 =	X15 =	X10 =	X0 =
Subtotal				
Serves rural populations: The applicant presents a thoughtful strategy targeting the consumer debt legal needs of specific rural communities.				
Serves underserved populations: The applicant presents a thoughtful strategy targeting the consumer debt legal needs of specific underserved communities.				
Project evaluation: The applicant details an evaluation strategy to acquire data that it can use to refine the project's strategies to increase effectiveness in addressing consumer debt matters.				

Number of check marks	X15 =	X10 =	X5 =	X0 =
Subtotal				
Special consideration: Factors including, but not limited to, if the applicant proposes a project that is i) replicable, ii) sustainable beyond the grant period, and/or iii) provides consumer debt legal services that promote the long-term economic health and stability of individuals served.				
	0-10 points			
Total				

Moved by Schreiber, seconded by Connolly.

Ayes – (3) Al-Sarraf, Connolly, Schreiber

Noes – (0)

Abstain – (0)

Absent – (0)

- B. Update on Community Assistance, Recovery and Empowerment (CARE) Court New Funding Opportunity

No discussion of this item was necessary, as it was discussed during the committee's September 1, 2022, meeting.

- C. Discuss 2022 to 2023 Legal Services Trust Fund Commission Priorities

No discussion of this item was necessary, as it was discussed during the committee's September 1, 2022, meeting.

ADJOURN